

Request for Qualifications



University of Akron
302 East Buchtel Common
Akron, Ohio 44325

www.uakron.edu
v: 330.972.6107

Project Name	<u>College of Education</u>	Response Deadline	<u>01 / 05 / 2010</u> 2:00 p.m. local time
Project Location	<u>315 Carroll Street</u>	Project Number	<u>UAK090023</u>
City / County	<u>Akron / Summit</u>		

Local Administration

Owner / Agency	<u>The University of Akron</u>	Owner/Agency	<u>The University of Akron</u>
Project Manager	<u>Jim Haskell</u>	Inquiries to*	<u>Bill J. Jenkins</u>
Street	<u>100 Lincoln Street</u>	Street	<u>100 Lincoln Street (room 214)</u>
City	<u>Akron</u> Ohio	City	<u>Akron</u> Ohio
Zip	<u>44325</u>	Zip	<u>44325</u>
Phone	<u>330.972.6943</u> Fax <u>330.972.5838</u>	Phone	<u>330.972.7340</u> Fax <u>330.972.5564</u>
E-mail	<u>jhaskell@uakron.edu</u>	E-mail	<u>bjenkins@uakron.edu</u>

*Mail copy(ies) of the Statement of Qualification(s) (SAO Form #F110-330 available via the State Architect's Office Web site at <http://www.das.ohio.gov/qsdsao/documents.htm>) directly to this contact.

Project Overview

A. Project Description

The University of Akron has authorized the construction of a 58,460 square foot academic building to support the College of Education Administration and various College departments. This building will contain offices, conference rooms, classrooms, teaching labs, research labs and other support areas. All classrooms and laboratory areas shall include the integration of advanced educational technology. The selected site is east of the Student Union and in the general area of Memorial Hall (which will be razed under a separate project). The budget is intended to provide a turn-key facility including all furniture, fixtures and equipment.

B. Scope of Services

The scope of professional services will include program verification, architectural, interior, landscaping, structural, mechanical, plumbing, fire protection, electrical and communication engineering services. All services will be provided in coordination with the Owner's Construction Manager.

The selected Architect/Engineer (A/E), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Owner, the cost breakdown of the Architect/Engineer Agreement including detailed cost components to address the Owner's project requirements; and participation in the Encouraging Growth, Diversity and Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award support, Conformed Documents, Construction Phase, Post- Construction Phase, and additional services of all types. Refer to The SAO Manual for additional information about the type and extent of services required for each.

During the Construction Phase, provide not less than (8) eight hours, including travel time, on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

Request For Qualifications continued



Project Name College of Education Building Project Number UAK090023

C. Funding / Estimated Budget

Total Project Cost	<u>\$12,991,894</u>	State Funding	<u>\$5,000,000</u>
Construction Cost	<u>\$ 9,061,300</u>	Other Funding	<u>\$7,991,894</u>
Estimated Design Fee	<u>\$ 690,559</u>		

NOTE: The design fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of a Program of Requirements, extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

D. Services Required

Primary	<u>Architectural</u>
Secondary	<u>Structural</u>
	<u>Mechanical</u>
	<u>Plumbing</u>
	<u>Fire Protection</u>
	<u>Electrical/Technology/Communications</u>
	<u>Interior Design</u>
	<u>Lanscaping</u>

E. Anticipated Schedule

Design Services Start	<u>April 2010</u>
Construction Notice to Proceed	<u>May 2011</u>
Construction Contracts Completed	<u>July 2012</u>
Professional Services Completed	<u>September 2012</u>

F. EDGE Participation Goal

Percent of *initial* TOTAL Design Fee 5.0 %

G. Evaluation Criteria for Selection

Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects. Previous experience compatible with the proposed project (e.g., type, size). Relevant past work of prospective firm's proposed consultants. Past performance of prospective firm and its proposed consultants. Qualifications and experience of individuals directly involved with the project. Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants. Specification writing credentials and experience. Experience and capabilities of creating or using Critical Path Method ("CPM") schedules and of using CPM schedules as a project management resource. Approach to and success of using partnering and Alternative Dispute Resolution. Proximity of prospective firms to the project site. Proposer's apparent resources and capacity to meet the needs of this project. The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SF330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the A/E's Technical Proposal. Both forms can be accessed via the SAO Web site at www.ohio.gov/sao (click on Forms / Documents). The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (www.homelandsecurity.ohio.gov/DMA_Terrorist/HLS_0038_Contracts.pdf).

Architect/Engineer Selection Rating



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Project Name College of Education Building Proposer Firm _____
City, State, Zip _____

Project Number UAK090023

Selection Criteria		Value	Score
1. A/E Firm Location			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	0 – 10 miles	4 - 5	
	11 – 30 miles	2 - 3	
	Over 31 miles	0 - 1	
2. A/E Firm Size			
Number of relevant licensed professionals within primary A/E firm available to perform the work	Small = < 5 licensed professionals	0-1	
	Medium = 6 – 10 licensed professionals	2-3	
	Large = > 11 licensed professionals	4-5	
3. Current Workload			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	< \$ 5,000,000	4 - 5	
	\$ 5,000,001 - \$ 15,000,000	2 - 3	
	> \$ 15,000,001	0 - 1	
4. Primary A/E Qualifications			
a. Project Management Lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	0 – 1 projects (Low)	0 - 1	
	2 – 3 projects (Average)	2 - 3	
	4+ projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience			
a. Budget & Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	0 – 3 projects (Low)	0 - 3	
	4 – 6 projects (Average)	4 - 6	
	7+ projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	0 – 3 projects (Low)	0 - 3	
	4 – 6 projects (Average)	4 - 6	
	7+ projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Owner Evaluation:

Name _____

Signature

Date